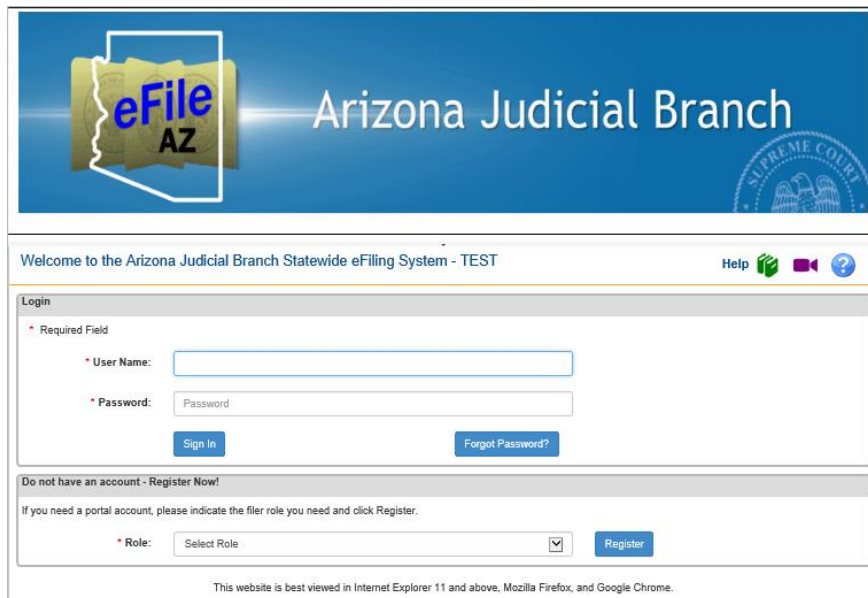
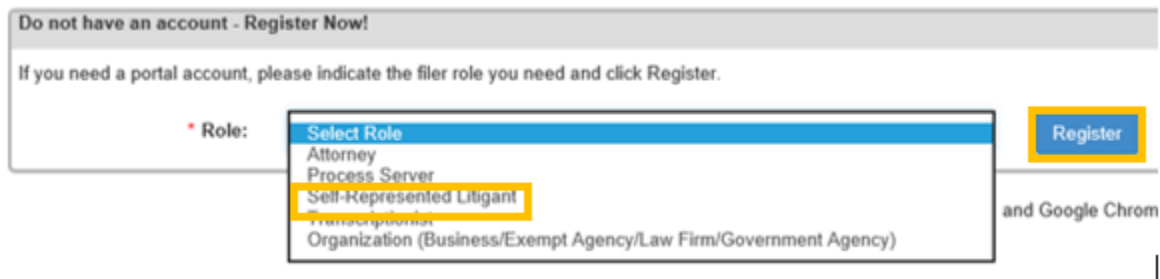


Register a Self-Represented Litigant


1. Access the website <https://efile.azcourts.gov>.



2. In the 'Register Now' section, select the role *Self-Represented Litigant* from the drop-down menu and click *Register*.



3. Select *Setup Person* from the top of the 'Account Registration' screen.



4. Enter the information in the 'Account Registration' fields. Fields marked with a red asterisk (*) are required.

Account Registration

* **Registration Type:** ☒ Setup Person ☐ Setup Organization (Business/Exempt Agency/Law Firm/Government Agency)

* **Role:** Select

* **User Name:**

Password must be between 6 and 16 characters, with at least 1 number

* **Password:**

* **Re-type Password:**

* **Security Question:** ▼

* **Security Answer:**

*Be sure to select a security question and answer that are easily remembered as this will be used to activate your account and to access your account if you ever forget your password.

5. Enter the user's information and click [Register](#).

Name: ▼

* **Primary Email:**

Alternate Email1/Email2:

* **Address 1/2:**

* **Country/City:** ▼

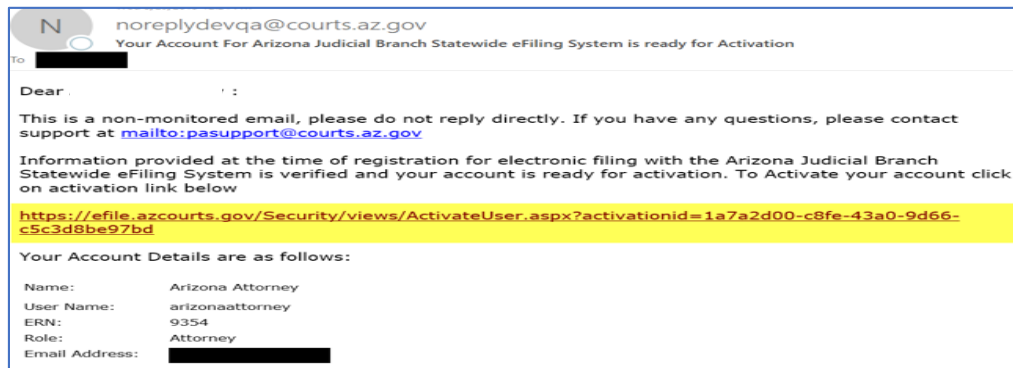
* **State/ Zip Code:** ▼

Phone # (Format ###-###-####): **Extension:**

CONSENT TO EMAIL SERVICE: By electronically filing through Arizona Judicial Branch Statewide eFiling System I understand and agree to electronic service of court documents submitted on my cases via email at the address(es) I have provided.

Register

6. After clicking [Register](#), an email from noreplydevqa@courts.az.gov will be sent to the user's email address. Select the hyperlink in the body of the email to activate the account.



7. Under 'Account Activation', enter the answer to the security question selected during registration and click [Activate](#).

8. Enter the username and password created for the account to log in.